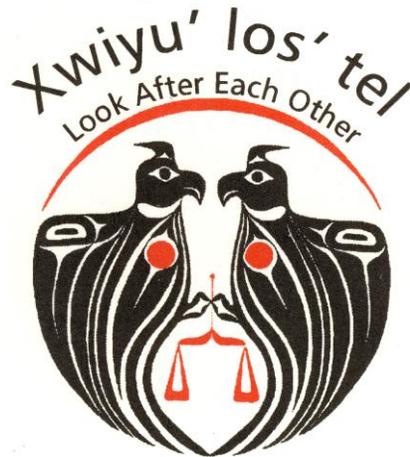


Web Training
MODULE 8

Arrowsmith Community Justice Society

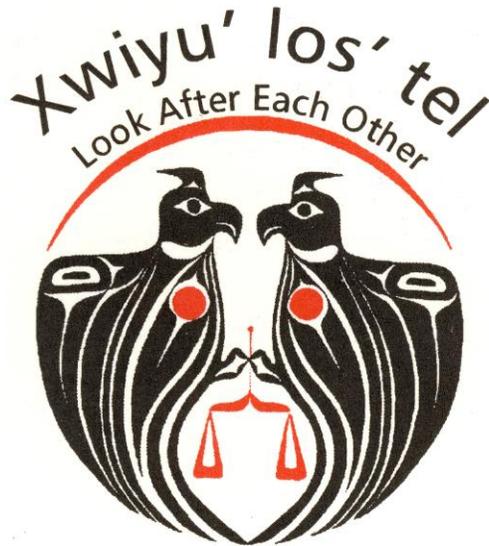


Arrowsmith Community Justice Society

1. Logo
2. History
3. Mission, Vision & Core Values
4. Policy
5. Board of Directors

The Arrowsmith Community Justice Society Logo

ACJS was honoured to receive the gift of this logo in 1998 to represent the new community initiative.



The logo was a gift from Qualicum First nations Elder and artist, Gordon Reid Sr.

The two powerful thunderbirds represent the victim and the offender meeting face to face and heart to heart to find a way to resolve the harm that has been caused by the behaviour of the offender. The scales of justice represent the process of restorative justice. The logo is formed in a circle which tells of each person's equality within the process, with the top of the circle completed by a red arc representing "the brighter future" we can experience after the restorative process is completed.

In addition to the logo, the committee has adopted a Coast Salish motto for the program:

XWIYU 'LOS' TEL
(whee-a-LOS-tel)

Which means "Look After Each Other"

PROGRAM HISTORY

In the spring of 1997, the new leadership of the Parksville RCMP Detachment hosted a community symposium to discuss and explore the needs of this community. One recommendation to come out of the symposium was to look at the concept of Restorative Justice. In June of the same year, Jeannie Lundine was brought in on a volunteer basis, to work with Sgt Randy Churchill on the development of the concept within the community.

They divided their plan into two phases. The first phase was to educate and inform the community about the restorative justice philosophy and to determine what model they would like: victim-offender mediation, family group or community conferencing, circle sentencing, peacemaking circles, reparative probation, or community boards/panels. For one year a group of 6 volunteers met with over 40 community groups and, and with the help of the local media, a knowledge base was put forward. At the end of the year, a meeting with over 150 community delegates was held and a formal outline of the community needs was developed. The community conference model was chosen and the RCMP was given the nod, by the local governments, to move forward into Phase Two. Because the community had a part in the decisions about the format of restorative justice used, the structure and the rules they had to abide by, the Arrowsmith Community Justice Program was and is still owned by the community.

Phase two of the process was the development and implementation of the program. Seven community members were chosen to form a Steering committee and were given the mandate to develop and implement the program. The steering committee included representatives from each major community, Parksville, Qualicum Beach and Nanoose Bay; and representatives from the school, legal, aboriginal & child development organizations. The people chosen by each were: Tom Watson, assistant superintendent, SD69; Sam Stevens, Criminal Defence Lawyer; Caryl Wylie, retired banker (Nanoose Bay); Frank Collins, retired business man (Qualicum Beach); Joyce Daman, retired educator (Qualicum Beach); Alan Bishop, Parks & Recreation director and Gordon Reid, Elder Qualicum First Nations. Over the following 10 months the Steering Committee (later the Board of Directors) met and developed the program, acquired funding, hired a coordinator,

established the volunteer base, developed training, designed and implemented the program. In January 1999, a not for profit charitable society was formed, the *Arrowsmith Community Justice Society* (ACJS) to oversee the operation of the program. The first case was taken in March 1999.

Training of the volunteers was the most important mandate, as the volunteers are the front line of the entire program. Without them, the program would not exist. The first training involved 30 volunteers, 6 Victim Services personnel and 45 RCMP members. Trainers were brought in from established programs and the Justice Institute to guide the attendees through the conference process and the duties they would be responsible for. The initial training was split between facilitators and mentors but it was quickly realized that this split did not work, these positions were melded together into “team members”. For following training sessions, it was determined that there was a need for an in-house training program which utilized the expertise of the program’s volunteers and staff. This training outline is still used today.

For the first ten years ACJS worked only police referrals. In 2009 it expanded to incorporate a Community Dispute Resolution Program which takes referrals from the general public. In late 2011 it expanded further and started doing Drug Seizure cases where the victim is the offender. The “Support for Success” project brought mentors in to support offenders in 2018. Restorative Action came about in 2019 to bring the restorative justice process into the School District 69 environment.

Since 1999, the program has grown and evolved into what we have today. Alyssa Cota became the program coordinator in 2017 and there are now approximately 14 volunteers working in various areas of the program as facilitators, mentors, board members, de-briefing teams, trainers, policy writers and public relations speakers.

We continue to evolve and are now looking at ways of expanding the program into non-criminal situations.

Arrowsmith Community Justice Society

MISSION:

Arrowsmith Community Justice Society provides restorative justice and dispute resolution processes to the community which brings all parties of a conflict together to facilitate a timely and mutually agreeable resolution.

VISION:

Our vision is a community in harmony.

CORE VALUES:

We are guided by:

- Accountability
- Respect
- Reconciliation
- Truth
- Connection
- Consensus
- Forgiveness
- Compassion

DEFINITIONS:

Accountability requires that one explain his/her actions and take responsibility for them. This draws upon one's integrity, commitment, and resolve. Accountability means to be committed to; to be incumbent upon; ethical; conscientious; and responsible. It means we are acutely aware of what is going on; our affect on others; and accept our part in it.

Respect is treating everyone equitably, regardless of age, gender, sexuality, race, nationality, or economic situation. It is having courteous regard for and appreciation or worth; honour and esteem; value and consideration. It is to honour myself and others; and to believe that all human beings have equal worth.

Truth is an accurate and complete recounting of our thoughts, feelings, and experiences. It is uncompromising honesty, sincerity and frankness. When we are genuinely truthful dishonesty is not an option.

Consensus is a process of group reflection and decision making whereby an entire group of people can come to an agreement. The input and ideas of all participants are gathered and synthesized to arrive at a final decision acceptable to all. Through consensus, we not only work to achieve better solutions, but also promote the growth of community and trust. It is referred to as finding an equal footing between participants.

Compassion occurs when we feel the suffering or trouble of others. To be compassionate we must open our hearts, care about what has happened or will happen to them, and attempt to understand their feelings and emotions. Deep concern for others accompanied by a strong urge to help. Compassion is a feeling of deep empathy for another, giving freely with no hidden motive; or respecting the inner wisdom of the other.

Reconciliation is the balance between disruption and harmony for the parties involved. The re-establishment of cordial relations, the restoration of harmony, and the renewal of friendship. When the lives of those involved in an incident are disrupted, they are out of balance. The RJ process brings their life back to a balanced state and ultimately acceptance will happen.

Forgiveness is the act of excusing a mistake or offense. Forgiveness is also mercy; giving pardon to; compassion. Compassionate feelings support a willingness to forgive.

CORE VALUES – DISCUSSION PAPER

Accountability *“Knowing that we are response-able is fundamental to effectiveness” (Source: Stephen Covey).* Some other words submitted, considered and discussed in this definition were responsibility, dependable, answerable, liable, obligation, take responsibility for, ownership, and admit wrong. Accountability can also be defined as *“obliged to account for one’s acts; responsible; capable for being accountable for; explainable.” (Source: Webster’s Dictionary)*

The second component of accountability is one of answerability – the obligation to provide information to others in our communities of interest with respect to our decisions, actions, and results in light of clear, previously agreed upon understandings and expectations. For example, we inform our communities about our actions, but we must render account of our actions to our direct supervisors. *“In this organization authorities can be delegated, accountability cannot.” (Source: RCMP)*

Respect We must accept that other beliefs exist but do not necessarily have to agree with them.

Basic courtesy recognizes the dignity and diversity of all persons. Tolerance, sensitivity and objectivity are also important facets of respect. By competent and ethical behaviour, we can treat people fairly and without bias. Respect comes down to treating others the way you would like to be treated – without prejudice and bias.

Respect must apply to all stakeholders – community members, conference participants and co-workers alike. The rights of everyone, no matter what they have done, must be respected even if we don't agree with their actions.

Respect involves open mindedness, trust, and a commitment to values, including mutual problem solving, while recognizing differences and accepting uniqueness. Respect also includes the objective consideration we display towards the rights, values, beliefs and property of people. The dictionary describes respect as *“considerate, treat with regard; a feeling of high regard; honour; and esteem.”* (Source: Webster's)

Truth *“My relationships depend on being honest with other people. My life depends on being honest with myself.”* (Source: unknown) The Webster's definition of truth includes such words and ideas as sincerity; genuineness; conformity with fact; reality; accuracy; present the facts; and honesty. Other words that were included during the discussions of this value were honesty; factual; get at the truth; tell everything; genuine; unvarnished; tangible; validity; exact; accurate; frankness; and trustworthy.

Within restorative justice truth exposes the broader issues leading up to the offence, the details of the offence and the thoughts or feelings following after the offence. Culpability is admitted. Two people may have two different truths.

Connection is a product or an outcome of a “Community in Harmony” not a value. It is the act of joining or being joined; it is the act of experiencing the associations and relationships that exist among us.

In restorative justice terms it is the process that helps bring the potential for inclusion, balance and “healing the harm”. We recognize the connecting power of this work on three levels: strengthening the individual with “self”; building the individual's capacity to be with “others”, and opening the individual to the larger purposes of “life” or spirit. In facilitating connection, we are aware and comfortable with tensions and conflicts that are often the precursors for connecting.

Other words or thoughts included – bring together; share; bond between mentors and offenders; and relate to. Connection can also be described as *“joining or being joined; a relationship; association; the relationship between things that come together; a group of people associated together in a common business or group; similar beliefs”*. (Source: Webster's)

Compassion To quote the Dali Lama *“If you want others to be happy, practice compassion. If you want to be happy, practice compassion.”* We demonstrate our compassion when we give our time and or our finances to assist in the alleviation of suffering or trouble. When we are compassionate we show empathy, consideration and sincerity in our dealings with others. We are willing to listen carefully, to validate feelings, to be patient with ourselves and others, and to assist others in reducing their suffering or troubles. *“Being compassionate is demonstrating your sincere empathy for other people.”* (source: RCMP)

Some other words submitted and included under this definition were understanding; sensitivity; sympathy for; and fair conclusion for. In the definition of their values, the RCMP define compassion as *“demonstrating care and sensitivity to work and action.”* The dictionary describes it as *“sympathy; to feel pity for; sorrow for the sufferings or trouble of another accompanied by the urge to help; and deep sympathy.”* (Source: Webster's)

Consensus The fundamental right of consensus is for all people to be able to express themselves in their own words and of their own will. The fundamental responsibility of consensus is to assure others of their right to speak and to be heard. Coercion and trade-offs are replaced with creative alternatives and compromise with synthesis. Some other words used in this discussion were agreement, unanimous understanding of and common belief of.

Consensus was a founding principle of the Arrowsmith Community Justice Society program from the point when the community at large was consulted for input into its design, to the work that followed by the steering committee to develop the program they desired. If a decision wasn't reached by consensus, it went back for further discussion and revision until consensus was reached. It continues to be an important value to the board.



The following policy and procedure papers can be found on the Arrowsmith Community Justice Society website: www.acjs.ca

1. Mission, Vision & Core Values
2. Constitution & Bylaws
3. Administrative
 - 3.1 Director & Officer Job Descriptions
 - 3.2 Consensus Decision-Making
 - 3.3 Committee Mandates
 - 3.4 Support Staff
 - 3.5 Volunteer Classification
 - 3.6 Personal Information Protection Policy
 - 3.7 Charitable Donations
 - 3.8 Honorariums
 - 3.9 Covid-19 Safety Plan
4. Policy Development
5. Conference Models
 - 5.1 Community Conference Model
 - 5.2 CDR Conference Model
 - 5.3 Appeal Policy
6. Recruitment & Selection
 - 5.1 Interview Questions
 - 5.2 Volunteer Package - Facilitator & Support
 - 5.3 Volunteer Package - Mentor
7. Training & Support
 - 7.1 Contract Writing & Amendments
 - 7.2 Debriefing
8. Code of Ethics - Administration
 - 8.1 Code of Ethics Agreement

Arrowsmith Community Justice Society

Board of Directors, Support Staff & Coordinator

The current Board of Directors are comprised of:

1. Susan Sawkins
2. Jim Crist
3. Joyce Daman
4. Pat Sali
5. Caryl Wylie
6. Vicki Scatliff
7. Karen Rohats



director@acjs.ca

The Program Coordinator is:

Alyssa Noble

250-954-2968

Alyssa.noble@rcmp-grc.gc.ca

Office: RCMP Detachment, Oceanside
727 West Island Hwy, Parkville, BC, V9P 1B9

Phone: 250-954-2968

E-Mail: Alyssa.noble@rcmp-grc.bc.ca

Website: <http://acjs.ca>

Facebook: <https://www.facebook.com/Arrowsmith.Community.Justice/>